



Project No. 2025-001

Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

INVITATION TO BID FOR THE PROCUREMENT OF MILK FOR SCHOOL-BASED FEEDING PROGRAM FOR SY 2024-2025

1. The **Schools Division Office-Muntinlupa City**, through the **Republic Act No. 11975 - Fiscal Year (FY) 2024 General Appropriations Act as the Allotment Order (GAAAO) dated January 2, 2024 with Sub-Allotment Release Order (Sub-ARO) No. NCR-24-02-055**, intends to apply the sum of **Five Million Eight Hundred Fifty-Nine Thousand Five Hundred Sixty-Seven Pesos (PhP5,859,567.00)** being the ABC to payments under the contract for the **Procurement of Milk for School-Based Feeding Program for SY 2024-2025/Project No. 2025-001**. Bids received in excess of the ABC shall be automatically rejected at the bid opening.
2. The **Schools Division Office-Muntinlupa City** now invites bids for the above Procurement Project Delivery of the Goods which is required by **February 3, 2025 to April 2, 2025**. Bidders should have completed, within 5 years from the date of the submission and receipt of bids, a contract similar to the project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedure using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations which grants similar rights or privileges to Filipino citizens, pursuant to RA No.5183.

4. Prospective bidders may obtain further information from the **Schools Division Office-Muntinlupa City** and inspect the Bidding Documents at the address given below from **8:00 am – 5:00 pm**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **January 2, 2025**, from the **BAC Secretariat at the Student Center for Life Skills (SCLS) Building, Centennial Avenue, Laguerta, Tunasan, Muntinlupa** and the **website of the Procuring Entity** and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest guidelines issued by the GPPB, in the amount of **Ten Thousand Pesos (P10,000.00)**. The Procuring entity shall allow the bidder to present its proof of payment for the fees **in person**.

The Schedule and Venue of the procuring activities are as follows:

ACTIVITY	DATE	VENUE
Posting	January 2-9, 2025	PhilGEPS Procuring Entity's Website
Issuance of Bidding Documents	January 2-22, 2025 (8:00 am to 5:00 pm – Regular Office Hours)	Schools Division Office Muntinlupa City or thru the official email of SDO-Muntinlupa BAC
Pre-Bid Conference	January 10, 2025, Friday, 1:30 pm	Invitation shall be sent by the BAC Secretariat-to the email address of the bidders
Submission and Opening of Bids	January 23, 2025, Thursday, 1:30 pm	Schools Division Office Muntinlupa City- (SCLS Bldg. 4th floor Activity Center)

6. The **Schools Division Office-Muntinlupa City** will hold a Pre-Bid Conference on **January 10, 2025, Friday, 1:30 pm** via **blended modality (face-to-face and online)**, which shall be open to prospective bidders. Prospective Bidders shall obtain the Microsoft Teams ID from the authorized personnel of SDO-Muntinlupa City Bids and Awards Committee Secretariat.
7. Bids (in printed copies) must be duly received by the BAC Secretariat through manual submission to the office address as indicated below, or thru any courier on or before **January 23, 2025, Thursday, 1:30 pm**. Late bids shall not be accepted.
8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 16.
9. Bid opening (face-to-face) shall be on **January 23, 2025, Thursday, 1:30 pm** at **Schools Division Office-Muntinlupa City, (SCLS) Bldg. 4th floor Activity Center), Centennial Ave., Laguerta, Tunasan, Muntinlupa**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **Schools Division Office-Muntinlupa City** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

Ms. Joiche I. Luna
BAC Secretariat
SDO Muntinlupa City
Centennial Avenue, Laguerta, Tunasan, Muntinlupa City
(02) 8423-7560/61/62 loc. 113
sdomuntinlupabacsec@gmail.com

Ms. Lourdes V. Rodilla
BAC Secretariat
SDO Muntinlupa City
Centennial Avenue, Laguerta, Tunasan, Muntinlupa City
(02) 8423-7560/61/62 loc. 129
sdomuntinlupabacsec@gmail.com

Mr. Joseph D. Nilo
BAC Secretariat
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Centennial Avenue, Laguerta, Tunasan, Muntinlupa City
(02) 8423-7560/61/62 loc. 120
sdomuntinlupabacsec@gmail.com

12. You may visit the website: <http://deped-muntinlupa.com> for the downloading of the Bidding Documents.


MA. REGAEL A. OLARTE
BAC Chair

January 2, 2025